

**ECKERSLEY-HALL BUILDING COMMITTEE
TUESDAY, MAY 28, 2013
POLICE DEPARTMENT COMMUNITY ROOM
6:00 PM**

RECEIVED
13 MAY 29 AM 8:53
TOWN CLERK
MIDDLETON, CONN.

Members Present: Ron Klattenberg, Trevor Davis, Augie DeFrance IV, Ryan Kennedy, Ed Monarca, Larry Riley
Members Absent: Ed Dypa, Annabelle Malone, Phil Pessina, Bill Wasch
Others Present: Beth Lapin
Guests: John Ireland (SP+A)

1.0 OPEN MEETING

Chair Klattenberg opened the Eckersley Hall Building Committee meeting at 6:06 PM at the Police Department Community Room.

2.0 APPROVAL OF MINUTES

Chair Klattenberg asked for approval of the May 13, 2013 minutes. Augie DeFrance made the motion to accept, seconded by Larry Riley. The vote to approve was unanimous.

3.0 FINANCIAL REPORT

FINANCIAL STATEMENT

There was no financial statement at this time.

BUDGET ITEMS

Beth indicated receipt of invoices from Jan Cunningham, Historic Preservation Services. The first, for \$2,800, is the final payment for filing of Part 2 of the Tax Credit application. Augie DeFrance made the motion to pay this invoice, seconded by Ed Monarca. The vote to approve was unanimous. Jan also submitted an invoice for \$1,725 for revisions of Part 2 for the application, 34.5 hours at \$50 per hour. This was allowed for in her contract but would require approval of an addendum for this amount. Larry Riley made the motion to approve this, seconded by Ryan Kennedy. The vote to approve was unanimous.

4.0 PUBLIC COMMENTS

There were no comments.

5.0 OLD BUSINESS

There was no old business.

6.0 NEW BUSINESS

CONTRACT PLANS, BUDGET, AND PROJECT TIMELINE

The schedule was proposed as:

- June 12: advertise for two days
- Tuesday, July 9, 10:30 on site: pre-bid meeting
- Friday July 19, noon: last day questions
- Friday July 26: Addendum posted
- Thursday, August 1, 11AM: Bid opening, Council Chambers

August 1- Aug 7 (??): Purchasing Dept, S+P and Public Works reviews bids and confirms completeness and responsible low bidder(s).
August 12: Building Committee approves contractor selection (May requires Executive Session)
Week of August 12: SHPO approves selection; City announces successful bidder
August 15 - Sept 15: Enter into contract with bidder and schedule groundbreaking ceremony.

SHPO

Tax Credit Application Status

Jan Cunningham received feedback from Julie at SHPO about the plans; she worked with SP+A to provide appropriate modifications and waivers such that the plans were verbally approved. Jan submitted a revised Part 2 application to SHPO to reflect these changes.

Restoration Grant Update

Beth reported that the bid document was completed by the City's purchasing department on May 24 and she brought it up to the SHPO office today, May 28. Also, plans and specs were mailed directly from SP+A to Laura at SHPO on May 28. Laura indicated she would review of these documents, although she could not officially approved them until we return a signed contract, which is pending the Common Council resolution to authorize the mayor to sign the contract. This will occur June 3 and Beth will provide all documents to the mayor the following day and will get them to SHPO as soon as they are signed, notarized, and sealed.

LEED STATUS: SP+A

John Ireland indicated there were no major updates, but he had filed the property deed, which was one of the required documents.

POLICE AND FIRE DEPARTMENT REVIEW OF PLANS

John Ireland will send one full size set of plans and one copy of the technical document to Bob Dobmeier. Bob can then circulate these materials for preliminary review of the various city departments, including health, building, and fire.

MILITARY MUSEUM DEMOLITION UPDATE

Eagle Environmental's investigation indicated no hazardous materials in the modular buildings that house the military museum.

7.0 OTHER BUSINESS

CITY BUDGET, VY 2013-2014

Ron reported that the Council supported a coordinator position for Senior Affairs to oversee the new Senior Center. This position would start in Jan/Feb 2014 with outreach, establishment of a business plan, and development of policies and procedures.

COMMUNITY OUTREACH

Ron spoke to Jerry Rankin who no longer has the ABC of Education due to medical reasons. Ron will check with Ron Organek about appearing on his show, possibly near the bid opening in August. Ron K. will also check into the schedule for the local radio station, WLIS.

8.0 ADJURNMENT

Chair Klattenberg asked for a motion to adjourn. Made by Augie DeFrance and seconded by Larry Riley, the vote was unanimous and the meeting adjourned at 6:44 PM.